App F IX 4

1928

File No 66-28.

Previous References
me 66-28 & 96, 107, 112

(me)

Serial Nos 128 & 17

Later References
RS 4-28 (44752)

General and Revenue Secretariat.

Serial Nos

Part B for March 29

SUBJECT

Supply of forms and registers to certain municipalities in Hassan District

171 To: The Superintendent Govt Prg & C S of Districts, Comptroller
Nos 6218-24/d 28-3 29

Issues orders in the matter of the Supply of Stationery forms to the several municipal Councils

L 3279

App F III—2]

General and Revenue Secretariat | Govt File No 66 of 1928

Serial No	
128	Letter no F 865 dated 19/21 1 1929 from the Superintendent Govt Stationery in the matter of supply of forms and registers to certain municipalities in the Hassan Dt
	1 The Superintendent Govt Stationery states that indents for forms are not being sent by municipalities on the due dates and the receipt of the same in the Stationery Office ebbs and on is the cause for the non-supply of forms to some of the municipalities
	2 Further the Superintendent suggests that this can be remedied by instructing the municipalities to send indents on the due dates and requests that an up-to-date list of municipalities may be sent to him for reference
	3 whenever ~~new~~ municipalities are newly formed or abolished it would perhaps be better to inform the Superintendent of Stationery also.
	4 If approved instructions may be issued to the municipalities as suggested by the Superintendent
	Submitted for orders
26.1.29	5 There is some force in what the Supdt says but the difficulty can perhaps be easily solved Two instru

General and Revenue Secretariat

File No 3079

App F III-21 2

of 192

Serial No

Which forms? Do it ask for the forms presented at the Annual Meeting every year

Suggest themselves once that the Superintendent can send the forms to all the Municipalities (list must be available in his Office as he has been sending the forms) on the date prescribed without getting indents according to his discretion based on 3 years average supply or the Local Auditors may be asked to furnish an estimate of forms, requirements which may be adhered to. If wants be made case by case for the Statement to be the above mean for the municipalities to keep up to the date of sending indents dates of Municipalities may be sent as received if necessary to the Superintendent during the variations in the no merely consolidated or abolished Municipalities will be little for years

OFFICE OF THE S M C 2 FEB 1929 No 5852

28/1

6 Instructions on this subject issued by the Superintendent may be noticed & kept up to date by lists of Municipalities and that may be sent to him

NOTE – Contn sheet

WD 021—GPB—30 000—21 8 28

Serial No	
1	Cannot the forms be made up into 2 batches - 1- indispensable forms needed for constant use 2 Forms required for occasional use Cannot the Govt estimate requirements of each Stocks of the printed once in six months & ready (irrespective of indents) supply them on requisition If more than the stock is wanted * the members that apply later shd be asked & wait for the next supply.
	a) Supdt Khan
	* Submitted with a draft
	b)
153	Govt 5436 dt 9/12/29 to Supdt Govt Printing Calls for certain information
156	Letter no 7959 dated 12/12/29 from the Superintendent, Govt Printing furnishing the information called for a) The Superintendent states that

NOTE—Contn sheet

L 3619

App F III 2]

General and Revenue Secretariat

File No 66 of 1928

Serial No

the principal difficulty is the non-receipt of indents from all the municipalities in good time and the omission to claim therein all the forms required. and therefore suggests that the indents from all the municipalities may be ordered to be sent to his office on the 31st March of each year

12 Further he adds that it is absolutely impossible for the press to estimate the number of forms of each kind that may be required by each municipality and keep them in stock Submitted for orders with reference to Para 9 supra

13 The preparation of a consolidated indent in the D's Office may cause some delay Forms whose are indispensible & those which are need casually may perhaps be easily known

18 x 29

18/2

14 The enclosure of the Register is returned

18/2

15 Maybe accepted

20 FEB 1928

NOTE – Contn sheet

WD 021–

L 3610

App F III-62

General and Revenue Secretariat | File No 66 of 192

Serial No

Submitted with a draft for approval

9973/19/3

15/3/29 3/4/3

(Sir Cecil) For approval 3rd March

RD 1673

RD 18/3/29

Mr. Secretary a clean copy for Member

RD 20/3/29

RD 20/3

171 ref C 218-27 of 23.3.29 re Supplement Printing Secs Instructions, Compilation necessary orders in the matter of supply of Forms & registers to Municipalities

Proposed Secretary & Legal Adviser L.S.G.

NOTE – Contin sheet

WD 731—GPB—8 000—23 10 28

OFFICE OF THE SUPERINTENDENT
GOVERNMENT STATIONERY DEPOT

Dated Bangalore 19th Jar 192 9

No F 865 [illegible]

Ml 66-28-128-2187

REVISED
GEN 3279
25 JAN 1929
L S G BRANCH

FROM

B PUTTAIYA ESQ BA
SUPERINTENDENT OF STATIONERY,
BANGALORE

To

R Ranga pao Esq , B A B L ,
General Secretary to Government, Bangalore

Sir,

Adverting to your letter No L 4543/M L 66-28-112, dated the 4th instant regarding the supply of Municipal forms and registers to the Municipalities of the Hassan District and of the State, I have the honour to state that two taluks and some minor Municipalities of the Hassan District have not sent their indents for 28-29, ever though they were due on 31st March 1928 Those Municipalities who have sent the indents have not sent them in good time as will be seen from the list attached

Owing to the transmission of indents at all times of the year, and owing to non-transmission also on the part of some offices it has become impossible to consolidate the indents of all Municipalities, to ascertain the total requirements and to arrange for the printing of all the forms required by all the Municipalities The result is that at the time we take up the printing of the forms, those offices which have not sent their indents at the time will be left out and these offices will later on go on making complaints We cannot take up the printing of forms every time a Municipality sends its individual requisition and when, due to their own fault, forms do not ge supplied they get them printed locally and report against the Stationery Depot to Government This is the root cause of the innumerable complaints

The state of affairs can only be remedied if the Government will be graciously pleased to instruct all the Municipalities to send their indents to the stationery office on the due date and in the prescribed form As the number of municipalities also changes frequently owing to the creation of new Municipalities and closing down of some of the old ones, the Stationery Office is not in a position to know the exact number of Municipalities that are going to send the indents so that it may also have a reasonable time to allow all the orders to come in A duly approved list of the Municipalities in the state may also be caused to be sent for reference

I have the honour to be,
Sir
your most obedient servant,

Superintendent

R C
HSNaa

Mil RF 66-28-156

WD 1486—GPB—2 000—20 11-28

All mm t St t ry and f rm t l d d n a l ind t h ld b ddre d t th ffice d th S p t d t Go m t P t g f p ted f rm d d nt C resp d f rm d t t y h ld be p te l tters

OFFICE OF THE SUPERINTENDENT
GOVERNMENT STATIONERY DEPOT

Dated Bangalore 12th February 192 9

GEN & REV SECTT 361 2
16 FEB 1929
L S G BRANCH

No F 959

FROM

B PUTTAIYA Esq BA
SUPERINTENDENT OF STATIONERY
BANGALORE

To

R Ranga Rao, Esq , B A ,B L , 2354
General Secretary to the Government of His Highress
the Maharaja of Mysore Bangalore

Sir,

With reference to your letter No L 5436/V.P-Mil 66-28-153 dated the 9th February 1929, I have the honor to state that the principal difficulty is the non-receipt of Indents in good time from all the Municipalities and the omission to claim therein all the forms that are required and the consequent result ~~of that sending~~ requisitions are received in this office all through the year for the supply of form that are not printed either owing to the non-receipt of the indent or on account of their not being claimed in the indent

I would suggest that the indents of the Municipalities in each District be consolidated into one indent in the Deputy Commissioner's Office and the consolidated indent sent to this office clearly indicating therein what forms are indispensable and what forms are casual There should be uniformity in the preparation of the indents in all the Districts, the serial number, the form number and the names of the forms all being entered accurately and with uniformity for facility of consolidation here All the eight indents of the eight Districts together with those of the Presidents of the Bangalore and Mysore City Municipalities, may be sent to this office on the 31st March of each year they will be consolidated into one indent

10

indent here and all the forms marked indispensable will be printed off first, and supplied direct to the Municipalities in good time It is absolutely impossible for the press to estimate the number of forms of each kind that may be required by each Municipality and keep them in stock It will result in the printing of larger or fewer number of forms than are actually required, in printing obsolete forms which become a waste, and in considerable expenditure of time and money

I have the honor to be
Sir,
Your most obedient servant

Superintendent

HPMac
R C

Appendix F 6—1

SUBJECT

Diary No of letter replied to 3279 A

Section and

File No 66-28

Serial No 153-

No L 5436

General and Revenue Secretariat

(and)

the 192

To

The Superintendent

Govt Stationery

Bangalore

Date of issue 9/2/29

Signed by Mr D R S Dyer

Sir

With reference to your letter no F 865-D 19/28-1 in the matter of supply of forms & registers to the several municipalities I am directed to enquire whether the forms cannot be made up of two batches (1) indispensable forms needed for constant use (2) Forms required for occasional use

List of enclosures

Copied by

Examined by

over

and whether the press cannot
estimate the requirements and
keep stock of these, printed once
in six months or so and ready and
supply them irrespective of indents
- no supply when on requisition
I am to add if more than the
stock is wanted, the municipalities
that apply late should be asked
to wait for the next supply
A Very early reply is requested
I have etc

28/6/72

For General Secy to Govt

28/6/1872

G R S VI G 34]

SUBJECT

13

Diary No of letter replied to L 3610

General and Revenue Secretariat

(ml)

, *the* *192*

Date of issue

Signed by

May th s be

i Pr nted ?

ii t eated s a stand ng order ?

iii published in the Ga ette English Part ?

iv translated ?

v placed at tl e dispo al of the p e s ?

vi p blished n the Ga ette Kannada Pa t ?

Section ml

File No 16-28

Serial No

Proceedings of the Government of His Highness the Maharaja of Mysore

Read—1)

Correspondence ending with letter no. F 959 dated 12/21 from the Superintendent Government Stationery in the matter of supply of form and registers required by the several municipalities in the State and explaining the cause for the non-supply of the same to some of the Municipalities

Order:—

The Superintendent Govt Stationery States that

11

ndents for forms etc are not being
sent by municipalities on the
due dates and [for] the new receipt office at [irregular] withdrawals usually [tend to]
~~sent in the Stationery office~~ lead to
~~off-cases as is the course for~~
the non-supply of forms to some
~~of the~~ Municipalities, [Heads that when trend notice is given]
~~and adds~~
~~that~~ it is [difficult]
for the press to estimate the
number of forms of each kind
that may be required and [Keep]
them in stock the [therefore] suggests
that the indents of the Municipalities
in each District be consolidated
into one indent in the Dy commrs'
office [before the 31st March of every year]
~~and the consolidated indents~~ [sent] to the Press [Certain check under which to]
indicating clearly what forms are
indispensable and what forms are
Casual ~~entering the names of the forms being~~
~~enfaced accurately, and sent to~~ [List of enclosures]
~~the Stationery office on the 31st~~
~~March of each year~~ [the] [indents then]
the [Dy commrs] suggestions [as regards] [Stationery]
and ~~accept~~ the Dy commrs [Copied by] [requested to adopt]
the indents accordingly

[The returns of the Inspectors are accepted and the Dy Commrs are requested to adopt the same course in future]

Examined by

RM 18/3/29

WM 18/3

WD 1668—G1 6—1 000 00 21 12 28

General Secy to Govt

[18/3]

To The Inspr Genl Stationery
The Dy commrs [of Districts] / Municipalities Copy [for] Info

15

G R S VI G 34]

SUBJECT

Diary No of letter replied to L3610

Section ml
File No 66-28
Serial No 171

General and Revenue Secretariat
(ml)
the *192*

Proceedings of the Government of His Highness the Maharaja of Mysore

Date of issue 23/3/29

Signed by M V D H S Ayya

Read— Correspondence ending with letter no 7959 dated 12/12/28 from the Superintendent, Govt Stationery in the matter of the supply of forms and registers required by the several municipalities in the State and explaining the cause for the non-supply of the same to some of the municipalities

Order thereon No L6218-27
23 3 29

The Superintendent Govt Stationery states that indents for forms etc are not being sent by municipalities on the due dates and that their receipt at irregular

May this be

i Printed ?
ii treated as a standing order ?
iii published in the Gazette
— English Part ?
iv translated ?
v placed at the disposal of the press ?
vi published in the Gazette
Kannada Part ?

intervals is likely to lead to
over non-supply to some
municipalities He adds that
unless timely notice is given
it is difficult for the press
to estimate the number of
forms of each kind that
may be required and keep
them in stock He therefore
suggests that the indents of
the municipalities in each District
be consolidated into one indent
in the Dy Comm's office and the
consolidated indent sent to
the press before the 31st March every year
with clear indication as to
what forms are indispensable
and what are casual The
above suggestions of the Superintendent *List of enclosures*
are accepted and the Deputy
Commissioners are requested
to adopt this procedure in
future

Copied by

Examined by

General Secy to Govt

The Superintendent Govt Printing & Stationery
The Dy Comms of Districts
The Comptroller to Govt

WD 1888—G1 E—1 000 09—21 12 21

17

S O

Government of his highness the Maharaja of Mysore.

GENERAL AND REVENUE DEPARTMENTS

G O No L 6218-27—Ml 66 28 171 dated 23rd March 1929

Prompt supply of forms and registers to Municipalities

Passes orders in regard to the ——

READ—

Correspondence ending with letter No F 959 dated 12th February 1929 from the Superintendent Government Stationery in the matter of the supply of forms and registers required by the several Municipalities in the State and explaining the cause for the non supply of the same to some of the Municipalities

ORDER NO L 6218 27—ML 66 28 171 DATED 23RD MARCH 1929

The Superintendent Government Stationery states that indents for forms etc are not being sent by Municipalities on the due dates and that their receipt at irregular intervals is likely to lead to their non supply to some Municipalities He adds that unless timely notice is given it is difficult for the Press to estimate the number of forms of each kind that may be required and keep them in stock He therefore suggests that the indents of the Municipalities in each District be consolidated into one indent in the Deputy Commissioner s Office and the consolidated indent sent to the Press before the 31st March every year with clear indication as to what forms are indispensable and what are casual The above suggestions of the Superintendent are accepted and the Deputy Commissioners are requested to adopt this procedure in future

R RANGA RAO
General Secretary to Government

To—The Superintendent Government Printing and Stationery
The Deputy Commissioner of Districts
The Comptroller to the Government of Mysore

Exd — P S R N

W D 2778—GPB—475—9 4 29

8

LIST SHOWING THE DATES ON WHICH THE INDENTS OF THE MUNICIPALITIES
that were received
OF THE HASSAN DISTRICT FOR THE YEAR 1928-1929
****

NAME OF THE MUNICIPALITY	DATE ON WHICH THE INDENT WAS RECEIVED	DUE DATE	REMARKS
1 Hassan	6 -2 -28	31 -3 -28	
2 Arsikere	28 -6 -28	"	
3 Belur	14 -2 -28	"	
4 Channarayapatna	13 -8 -28	"	
5 Arkalgud	Indent for 28-29 not received so far -		
6 Saklespur	" "	"	"
7 Nole-narasipur	24 -5 -28	31 -3 -28	
8 Alur	25 -6 -28	"	
9 Harnahatti	3 -5 -28	"	
10 Banavar	"	"	
11 Sravanbelgola	21 -6 -28	"	
12 Konanur	27 -7 -28	"	

****

Supdt Gen St